

STATE OF HAWAII
REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS

'06 JUN 14 10:09

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

To: Chief Procurement Officer

From: *by* Department of Health / Community Health Division / Public Health Nursing Branch
Department/Division/Agency

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

Title and description of health and human service(s):

Skilled Nursing Services for Medically Fragile Students in the Public Schools.

The Department of Health (DOH), Community Health Division (CHD), Public Health Nursing Branch (PHNB) has a Memorandum of Agreement with the Department of Education (DOE) for PHNB to provide skilled nursing services to eligible students with complex, medically fragile conditions attending the public schools. The PHNB currently has a contract with BCP, Inc. (dba Nursefinders of Hawaii) to provide skilled nursing services statewide, where and when PHNB is unable to provide these services. Medically fragile students attending public schools in remote, geographically isolated areas of Hawaii and Maui that are not served by PHNB or Nursefinders require the skilled nursing services that allow them to attend school every day.

Provider Name: CareResource Hawaii	Total Contract Funds: \$25,000.00	Term of Contract:
Provider Address: 680 Iwilei Rd.#660; Hon. 96817	Contract Funds per Year (as applicable). N/A	From: 07/01/06 To: 06/30/07

Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

Procurement by competitive means is not practicable for the situations mentioned above due to the remote locations of the schools where skilled nursing services are required. In order for the state to be in compliance with the Individuals with Disabilities Education Act (IDEA) Part B, providing these services is a critical component in allowing affected students to attend school.

Details of the process or procedure to be followed in selecting the service provider to ensure maximum fair and open competition as practicable:

The PHNB will be contacting all available providers of skilled nursing services in the area for hourly quotes for RPNs and LPNs.

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A description of the state agency's internal controls and approval requirements for the exempted procurement:
The Nurse Supervisor for each area school reviews each time sheet and verifies correctness. Time sheets are sent to the service provider, who sends an invoice with a copy of each time sheet to PHNB for collection. The Account Clerk III reviews each time sheet for proper endorsement, hours, and rates, and compares it with the invoice. If all aspects of the time sheets and invoices are correct, the Branch Chief approves, and the invoice is sent to the Administrative Services Office (ASO), Pre-audit, for payment.

A list of state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Wayne Kotaki, Public Health Administrative Officer; Judith Akamine, Public Health Nursing Supervisor, Hawaii Section; Ruth Ota, Chief, PHNB; Barbara Yamashita, Chief, CHD; Linda Rosen, M.D., Acting Deputy Director, Health Resources Administration; Ann Kinningham, Chief, ASO; Susan Jackson, Deputy Director of Health; and Chiyome Leinaala Fukino, M.D., Director of Health

Direct questions to (name & position):

Ruth Ota, Chief
PHNB *by*

Phone number:

586-4619

e-mail address:

rkota@doh.hawaii.gov

This exemption should be considered for list of exemptions attached to Chapter 3-141, HAR: Yes ☐ No ☒

I certify that the information provided above is to the best of my knowledge, true and correct.

Chiyome Leinaala Fukino
Department Head Signature

6-9-06
Date

Chiyome Leinaala Fukino, M.D.
Typed Name

Director of Health

Position Title

Chief Procurement Officer's Comments:

Please ensure adherence to applicable administrative requirements.

☒ Approved

☐ Denied

Cheryl S. Figher
Chief Procurement Officer

6/22/06
Date

cc: Administrator
State Procurement Office



"Kotaki, Wayne M."
<wmkotaki@doh.hawaii.gov>
06/23/2006 04:01 PM

To <mara.smith@hawaii.gov>
cc "Zucker, Michael" <richard.zucker@doh.hawaii.gov>
bcc
Subject Request for Exemption from Chapters 103F, HRS

History:  This message has been replied to.

Hi Mara,

This is to clarify the section on "Details of the process or procedure to be followed in selecting the service provider to ensure maximum fair and open competition as practicable:"

Prior to the request for exemption the PHNB contacted all available providers of skilled nursing services in the area for hourly quotes for RPN's and LPN's. All providers except CareResource Hawaii indicated that they could not provide the service to these locations due to the isolation of the schools and they did not have the resources in the area.

If you need more let me know.

Wayne

Wayne Kotaki
Department of Health
Community Health Division
1250 Punchbowl St.
Honolulu, HI 96813

Phone: 808 586-4131

Fax: 808 586-4791

State of Hawaii
Notice of Request for Exemption from Chapter 103F, HRS

The chief procurement officer is considering this request for exemption and, if there is good cause, the state intends to exempt the purchase as described in the request. Any inquiries regarding the purchase shall be directed to the contact person noted on page two of the request. Any concerns regarding the exemption shall be in writing and received by the chief procurement officer within seven days of the date the notice was first posted. Concerns shall be mailed to: Aaron Fujioka, Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.